

STATE OF SOUTH DAKOTA
OFFICE OF PROCUREMENT MANAGEMENT
523 EAST CAPITOL AVENUE
PIERRE, SOUTH DAKOTA 57501-3182

SOUTH DAKOTA TITLE IV-E PREVENTION AND SERVICES PLAN DEVELOPMENT
WRITTEN INQUIRIES AND RESPONSES

PROPOSALS ARE DUE NO LATER THAN FEBRUARY 4, 2022 at 5:00pm CST.

RFP 2349

BUYER:
Division of Child Protection Services

POC: Dawson Lewis
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RFP Section	Questions
4.4, p. 8	<p><i>Section 4.4 states "4.4 Provide the following information related to at least three previous and current service/contracts performed by the offeror's organization which are similar to the requirements of this RFP. Provide this information for any service/contract that has been terminated, expired or not renewed in the past three years:</i></p> <p><i>a. Name, address, email address and telephone number of client/contracting agency and a representative of that agency who may be contacted for verification of all information submitted;</i></p> <p><i>b. Dates of the service/contract; and</i></p> <p><i>c. A brief, written description of the specific prior services performed and requirements thereof."</i> Q:</p> <p><i>Would you clarify what you intend by "any service/contract that has been terminated, expired or not renewed in the past three years" - since that could potentially include all contracts in that time period that have been completed on schedule and not needed renewal?</i></p> <p>Contracts ended because the work was completed satisfactorily would not be included in this phrase.</p> <p><i>Q: Do you require references for three current projects and three completed projects, or a total of three current and/or completed projects?</i></p> <p>Formally, we require three total. Typically we like to see at least four or five references if possible to give us more options for contacting them. But three is all that is required. Please note, feel free to include a listing of other projects to show us the depth of your experience. These would not need references.</p>

3, p. 5	<p><i>Will South Dakota make the CPS Assessment available for review by offerors for review prior to the date of proposal submission?</i></p> <p>If the document is approved for release it will be made available.</p>
3, p. 6	<p><i>Will any of your ARP funding be allocated to parenting education work? If so, will the ARP funding support parenting education initiatives different than those funded through CBCAP, or will ARP funding serve as a support or supplement to those parenting education initiatives currently receiving CBCAP funding?</i></p> <p>Our American Rescue Plan spending plan has not been finalized; we plan to leverage findings from the FFPSA information-seeking phase to inform further development of the plan.</p>

Page	Section	Question
N/A	general	<p><i>We understand that the current nature of COVID and its variants are changing the working landscape very quickly, however, Is the SD CPS and other sub-offices currently working remotely or in the office?</i></p> <p><i>If you are primarily working remotely, is there an expected return to work date?</i></p> <p>SD CPS has no remote work related to covid.</p>
N/A	general	<p><i>Does SD CPS have an expectation that all work, or a percentage of contracted work, must be completed on-site (assuming CDC guideline compliance)?</i></p> <p><i>If a percentage of work, what percentage do you expect or desire to be done onsite?</i></p> <p>SD CPS has no set expectation for on-site work versus virtual, however stakeholder information gathering functions should best suit the entire population of South Dakota, including frontier, rural, and tribal settings, taking into account access to internet and technology is not a given for all citizens in South Dakota. There will be some on-site requirements due to the nature of the work.</p>
4	1.12	<p><i>The RFP states “The contract will begin when signed by parties and end six months after the last projected activity according to the vendor’s proposed and accepted finalized timeline. Duration of contract will be open to negotiation during the contract negotiation activities.”</i></p>

		<p><i>Does SD CPS have a particular timeline they would like the work to be completed in?</i></p> <p>SD CPS is open to proposed timelines established by interested consultants.</p>
12	Provisions A	<p><i>Does SD CPS have a budget set aside for this project? If so, can you tell us what the amount is?</i></p> <p>SD CPS has no set budget amount in mind, however desires costs to be reasonable.</p>
5	Scope of Work	<p><i>Is the "CPS Assessment as completed by Action for Child Protection, result of RFP #2019" available? If so, where can we find it?</i></p> <p>The assessment is not yet complete. When complete, if approved for release, it will be shared.</p>
8	4.4	<p><i>The RFP states, "Provide the following information related to at least three previous and current service/contracts performed by the offeror's organization which are similar to the requirements of this RFP."</i></p> <p><i>Are you expecting three total experiences or three previous experiences <u>and</u> three current experiences?</i></p> <p>Formally, we require three total. Typically we like to see at least four or five references if possible to give us more options for contacting them. But three is all that is required. Please note, feel free to include a listing of other projects to show us the depth of your experience. These would not need references.</p>
8	4.4	<p><i>The RFP states, "Provide this information for any service/contract that has been terminated, expired or not renewed in the past three years."</i></p> <p><i>So you mean, list any kind of served/contract or only list contracts that are related to services mentioned in this RFP?</i></p> <p>Contracts ended because the work was completed satisfactorily would not be included in this phrase.</p>
8	4.7	<p><i>The RFP states, "The offeror must detail examples that document their ability and proven history in handling special project constraints."</i></p> <p><i>Could you define or give an example of a "special project constraint", as it might be related to this RFP?</i></p>

		Special project constraints may include navigating consulting work in a pandemic, on a tight deadline, with a change in expectation, change in personnel or leadership, etc.
2	1.4	<p><i>The proposal submission date is listed as February 4, 2022 but not deadline time is listed. Is there a specific time deadline for February 4th?</i></p> <p>Proposals must be received by 5:00p CST.</p>
6	3.1.2	<p><i>The RFP indicates that the selected offeror will be expected to provide guidance on federal reporting. Should offeror have demonstrated experience with federal reporting and partnership with ACF/CB?</i></p> <p>Such experience may be helpful to include but not required.</p>
8	4.5	<p><i>The RFP mentions that offeror must indicate availability and familiarity with locale that program is to be implemented. Is the state expecting statewide implementation or is the offeror expected to identify target areas of the state in the proposal?</i></p> <p>Statewide implementation of prevention efforts is expected, key programs may be more regionalized if recommended.</p>
8	4.3	<p><i>The RFP mentions a requirement of an electronic copy of vendor's most recent independently audited financial statements. If the offeror will be leveraging the experiences of a subcontractor; does this requirement also extend to the subcontractor?</i></p> <p>No, this does not extend to the subcontractor, just the primary respondent's financials.</p>
8	4.4	<p><i>The RFP states, "Provide the following information related to at least three previous and current service/contracts performed by the offeror's organization which are similar to the requirements of this RFP."</i></p> <p><i>Does South Dakota intend to consider similar HHS experiences that fall outside the child welfare domain?</i></p> <p>SD CPS will consider any relevant experience for consideration of proposal for this project.</p>
8	4.5	<p><i>The RFP states "the offeror must submit information that demonstrates their availability and familiarity with the locale in which the project (s) are to be implemented."</i></p>

		<p><i>For offerors not having a history in the South Dakota locale, would a subcontractor partnership satisfy this requirement?</i></p> <p>A subcontractor partnership would be acceptable for this area.</p>
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<p><i>What type of contract will the resultant contract be? Cost-plus fixed fee or Time and Materials?</i></p> <p>At this time a fixed cost contract is expected.</p>
<p><i>Will billing be based on fixed fully loaded rates times the number of hours worked? Or will it be based on actual costs incurred plus a fixed fee?</i></p> <p>TBD. The state is open to billing based on achieved Milestones or based on hours accrued as a percentage of the fixed cost.</p>
<p><i>In regards to the statement in RFP 1.11 PROPRIETARY INFORMATION that Pricing is not considered confidential. The level of detail required to be provided in Attachment B Cost Proposal is very high. Should this proprietary pricing information be released to the public, it would cause the bidders irreparable harm as it would give competitive advantage to the bidder's competitors for future bids. In addition, it is concerning from the standpoint of privacy of the proposed individuals whose names and pay rates appear in the spreadsheet. Would the state allow the bidders to add a high level summary tab containing summary pricing by element only, i.e. total fully loaded labor costs, total fully loaded other costs and grand total project costs for release to the public and keep the rest of the tabs of the pricing spreadsheet confidential?</i></p> <p>This is acceptable for the public version</p>
<p><i>Are bidders allowed to modify formulas in the cost spreadsheet to better fit each bidder's unique costing structure?</i></p> <p>This is also acceptable, please make notes of any customization made at the bottom of the excel tab, please.</p>
<p><i>Are bidders allowed to add rows for cost elements not currently captured in the cost template?</i></p> <p>This is acceptable, as well. Please highlight rows which are added, however.</p>